

## HOLYWELL TOWN COUNCIL

### CYNGOR TREF TREFFYNNON

Minutes of the **Meeting of the Finance Committee** held in the Council Chamber, Bank Place Offices, Holywell on Tuesday, 26 June 2018 at 6.00pm.

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PRESENT: Councillor P.A. Johnson (Chair).

Councillors: M. Brooke, L.A. Carter, R. Dolphin, B. Scragg, and P.A. York.

APOLOGIES FOR ABSENCE were received from Councillors A. Coleman, K. Davies, J.M. Johnson, S. Johnson, P.J. McGarry, E.B. Palmer, M.D. Phelan, K. Roberts and S.E. Wallbanks.

IN ATTENDANCE: J. Baker (Clerk).

F1. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None declared.

F2. BUDGET OVERVIEW 2018/19

The Chair welcomed all members to the meeting and gave the following introductory statement.

The Chair reminded members of the importance of regular budget monitoring and reviews of spending to ensure the Council remained within base budget and not draw on reserves. A minimum of 20% of precept was required for a reserve balance.

The Chair was mindful of future challenges and pressures on the budget such as community asset transfer, projects in the business plan and maintaining establishment budgets for the offices and staff. The budget would be reviewed ahead of the January meeting and ideally an increase of the amount held in reserves would be advisable to strengthen the Council’s position going forwards.

The Council had the highest precept per band D property across Flintshire at £70.24, although not the highest generated budget (£233,500) due to the smaller tax base of a rural town, however the Chair stressed we must consider our local ratepayers when making budget decisions.

It was important for members to remember that all expenditure, whether large or small, had an impact on the bottom line. The Clerk would be

continuing to prepare quarterly budget monitoring reports for members to review as we work our way through the current financial year.

F3. BANK RECONCILIATION 2017/18

Members considered the Reconciliation Statement for the financial year 2017/18, circulated with the agenda. The contents had been verified by the Council's Internal Auditor as part of the Annual Return requirements. The Audit Sub-Committee were to receive similar notification.

Members referred to several financial and operational matters affecting the budget including the precept, loan repayments, cash balances, staffing hours of work and commitments and potential future community asset transfers.

RESOLVED:

- 1) That the Statement be received and noted.
- 2) That the Clerk arranges for an up to date valuation to be undertaken on the Bank Place Offices, to then be circulated to members for information only.

F4. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That the public and press be excluded for the following minute, F5, on grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted arising from the supporting financial and other information provided with the applications.

F5. APPLICATIONS FOR FINANCIAL ASSISTANCE – 2018/19

The Chair firstly stated all applications received had been reviewed by the newly formed Financial Assistance Working Group, and Councillor B. Scragg was to confirm the group's observations. It was also the group's intention to review the current policy for awarding grants/donations.

Members considered requests received for financial assistance from various organisations together with a schedule of the organisations and events supported by the Council in 2015/16, 2016/17 and 2017/18. The Clerk read out supporting background and financial information provided by each organisation.

A statement was circulated with details of donations made to date (Nil) in the current financial year, budget provision for general donations (£5,000) and earmarked donations (£3,850), with remaining provision (£5,000) being available for allocation, and the Council's policy on donations.

**RESOLVED:**

- (1) That, having considered each application on its merits and in accordance with its general policy on applications, the following donations from the general budget be made:

<b>Organisation</b>	<b>£</b>
The Cariad Project	200
Holywell Autumn Club	300
The Holywell & District Society	200
Delyn Gymnastics Club	500
Merched Y Wawr Treffynnon	100
St Kentigern Hospice	200
<b>Total</b>	<b>1,500</b>

- (2) That, having regard to the Council's general policy, the requests from B-Fest Wales, Wales Air Ambulance Charitable Trust and Eisteddfod Urdd Gobaith Cymru be received without a donation being made on this occasion.
- (3) That the following donation be confirmed from the earmarked provision in the 2018/19 budget:

<b>Organisation</b>	<b>£</b>
Holywell Football Club	500
Greenfield Football Club	500
Fron Park Bowling Club	250
Estuary Voluntary Car Scheme	600
Citizens Advice Flintshire	1,000
<b>Total</b>	<b>2,850</b>

- (4) That a review of the policy for awarding grants/donations be undertaken at a forthcoming meeting of the Financial Assistance Working Group.

F6. CLOSE OF MEETING

The Chairman closed the meeting at 7.00pm.

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Chairman